



Local Emergency Planning Committee
of New Castle County
c/o Office of Emergency Management
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New Castle, DE 19720
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David Irwin, Chairman
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**Meeting Minutes
May 10, 2010**

Host: Sunoco Refinery

Location: Marcus Hook Community Center, 7 West Delaware Avenue, Marcus Hook, PA

The regular meeting of the New Castle County LEPC was held on the above noted date and place.

Welcome:

Mr. William Kelly introduced Mr Don Zoladkiewicz, Health/Safety, Process Safety, Security and Emergency Response Manager, who welcomed and thanked everyone in attendance. Mr. Zoladkiewicz has been with Sunoco for 34 years and feels the biggest asset is mutual aid. He respects and praised the good work of the LEPC. Chairman Irwin thanked Sunoco for hosting the meeting and their support of the LEPC.

At Chairman Irwin's request, a round of introductions was held.

Approval of Agenda: Chairman Irwin advised there was a slight change in the agenda as provisions for a projector were not made to show the presentations scheduled. They will be presented at the next meeting. Mark Dolan made a motion to approve; Bob Barrish seconded the motion. All unanimously approved.

Approval of Minutes – Regular Meeting – March 8, 2010. Al Stein made a motion to approve; Bruce Galloway seconded the motion. All unanimously approved.

Approval of Minutes – Special Meeting – April 15, 2010. Bob Barrish made a motion to approve; Al Stein seconded the motion. All unanimously approved.

Committee Reports:

Finance: Chairman Irwin reported the LEPC budget as follows:

\$123,314.00 – FY 10 Appropriation
- 91,305.00 – Expenses to Date
\$ 32,009.00 – Balance

Training: Mark Dolan presented the attached NCCIHMR training report. Chairman Irwin commented that the HazMat conference held in April was very impressive. The caliber of the speakers was very high, and he appreciated everyone's support to make the conference a success. Chairman Irwin advised that NCCIHMR has lost 15 – 20 members through retirement, companies closing, etc. He is working with DNREC and Senator Bruce Ennis to get legislation in place before the session ends in June to change the wording regarding eligibility for NCCIHMR membership.

Transportation: Bruce Galloway deferred the report to Al Stein. Mr. Stein reported on the article, “Local Officials Say They’re in the Dark On Dangerous Freight Rail Traffic.” Click on the link, http://www.publicintegrity.org/data_mine/entry/2037/ to read the article. Mr. Stein also reported on HazMat traffic and the top 25 commodities; the list of those substances is attached. Mr. Stein also included in his report the four common carriers in New Castle. They are: Wilmington & Western Railroad, Delaware Valley Line, Norfolk Southern, CSX. Only two, CSX and Norfolk Southern, handle hazardous materials. Chairman Irwin questioned OEM’s new planner in attendance, Christopher Schmid, if the Office of Emergency Management has a list of the dangerous freight transported through the county. Mr. Schmid advised Chairman Irwin he would check with Coordinator Dave Carpenter concerning the question.

Staff Report: Chairman Irwin presented the attached staff report.

Old Business:

Chairman Irwin provided additional information on the following two agenda items from the March 8, 2010, meeting minutes.

- Under **Approval of By-Laws**, Mr. Dave Carpenter stated there was not a term limitation on the Chair and Vice Chair positions in the by-laws. In other jurisdictional LEPC’s, these positions rotate through the membership. He posed the question should it remain the same or rotate. Chairman Irwin reported on the four LEPC’s in Delaware and the length of time the Chairs served – City of Wilmington, Mr. Joseph DiPinto has been the Chair since the mid 1980’s; New Castle County, Mr. David Ennis served for 15 years; Kent County, Mr. Allen Metheny served for 5 – 7 years; Sussex County, Mr. Lynne Bullock served a number of years.
- Under **Contract Renewal**, Mr. Dave Carpenter mentioned that the I.T. work the consultants used to complete is now being done by DNREC and the 911 Center. Chairman Irwin reported that the LEPC continues to provide support to DNREC and the 911 Center to the level specified in its Charter.

HMEP Grant Fund Application – Chairman Irwin reported that the application was submitted in October, 2009, to DEMA, and approved at the federal level in January, 2010, for submission through the County system. The 2010 funds are now available and must be spent by September, 2010. Chairman Irwin also reported that Mr. Arthur Paul advised him that due to budget issues with DEMA, the \$15,000 amount under the Training Initiative to develop a Tier II training video has been removed. Mr. Mark Dolan had a question concerning the food costs under the Training Initiative, and it was clarified by Chairman Irwin.

New Business:

Introduction of Joe Murabito – Chairman Irwin welcomed and introduced the newly hired paid consultant, Mr. Joseph Murabito, to the members. Mr Murabito’s credentials include: retired Director of the Delaware State Fire School, served on SERC as Chairman of the Finance Committee, background in emergency response, voluntary Chair of the Sussex County LEPC, and works part-time for DuPont teaching HazMat.

Executive Committee Name Change – Chairman Irwin advised that the Executive Committee was put in place when he moved from volunteer Chair to paid Chair in 2007 to eliminate a conflict of interest. In the old by-laws, it refers to the Steering Committee. Chairman Irwin stated that all members of the Executive Committee will become members of the Steering Committee, and Mr. Bob Barrish will continue to chair the group. Chairman Irwin asked the members for a motion to approve changing the

name of *Executive Committee* to *Steering Committee*. William Kelly made a motion to approve; Al Stein seconded the motion. All unanimously approved.

New Steering Committee Member – Chairman Irwin advised that when Mark Dolan was hired as a paid consultant, he stepped down as an executive committee member; and John Verdi, BASF, was selected to fill the vacant position as a member of the Steering Committee. Also, Al Donofrio stepped down when he was hired as a paid consultant. Chairman Irwin reported that Babak Golgolab, Claymont Coalition, will fill the vacant position left by Mr. Donofrio as a member of the Steering Committee.

Nomination & Approval of Non-Paid Vice Chair – Chairman Irwin stated that there are two Vice Chair positions, and that LEPC paid consultant Joe Murabito will be serving as a Vice Chair. In order to fill the other Vice Chair position, Chairman Irwin has asked State Representative Thomas Kovach to serve in the capacity of non-paid Vice Chair, and he has agreed. Mr. Kovach represents the 6th District and is an attorney in commercial litigation, concentrating in environmental law and intellectual property. Chairman Irwin asked the members for a motion to approve Mr. Kovach as the non-paid Vice Chair. Mark Dolan made a motion to approve; Bill McCracken seconded the motion. All unanimously approved.

Any Other Business:

Chairman Irwin provided the following report from Shannon Splittorff at DNREC on Tier II for 2009 reporting year:

- ✓ 1705 facility submissions processed.
- ✓ 96 facilities have not started Tier II submissions for the 09 RY.
- ✓ 15 facilities have started Tier II reports, but have not completed them.
- ✓ 73 facility submissions are complete, but DNREC has not received paperwork to process them.

DNREC has sent out a 1st and 2nd past due notice to facilities that report online, and a 1st past due notice to those facilities that report hard copy. If anyone would like to help DNREC reach out to facilities, contact Shannon Splittorff, 302-739-9405, or e-mail, shannon.splittorff@state.de.us

Bruce Galloway reported that he participated in a very good 2-day HazMat training with DNREC. The training was on “How to survive if there is a problem with a HazMat suit in hot zone incidents.”

Al Stein commented on a recent article in the News Journal concerning the railroad industry’s Operation Lifesaver public education campaign that cars and pedestrians never win against trains. The railroad industry hopes this message can save lives.

Tim Love from Honeywell reported that the Transportation Safety Administration has conducted inspections at Honeywell concerning poison inhalation on rail tracks. Sunoco mentioned they have also been inspected. Chairman Irwin mentioned that OSHA is very active going to facilities and scrutinizing documents.

No further business, Bob Barrish made a motion to adjourn the meeting; Babak Golgolab seconded the motion. The meeting adjourned at 3:30 pm.

NOTICE OF NEXT MEETING

Host: New Castle County Office of Emergency Management

Date and time: July 12, 2010

Directions will be sent with agenda.

dco

LEPCminutes5/10/10meeting

LEPC for NCC STAFF REPORT March 8, 2010 – May 10, 2010

SERC/DEMA ACTIVITIES:

1. Prepared and presented 1Q10 SERC report.
2. Attended the March SERC meeting.
3. LEPC and DEMA representatives met with Homeland Security Secretary Schiliro.

PLAN REVIEWS:

1. In conjunction with DNREC Accidental Release Prevention, personnel reviewed the E.A.R Emergency Response Plan.
2. In conjunction with DNREC Accidental Release Prevention, personnel reviewed the Conectiv 198 Hay Road facility Emergency Response Plan and conducted an on-site assessment.

COMMUNITY OUTREACH:

1. Participated in the DuPont Experimental Station Health and Safety Fair and distributed over 600 brochures.
2. Attended the DuPont Edge Moor CAP meeting.
3. Attended and conducted Shelter-in-Place presentation at NCC sponsored CERT training.
4. Attended the Colonial Heights/Lancashire Village Civic Association meeting and distributed copies of the Emergency Guideline brochure.
5. Delivered 400 additional copies of the Emergency Guideline brochure to Christiana Hospital.
6. Provided Earth Day information to Ashland personnel.
7. Provided DENS information to Croda personnel.

DRILL/EXERCISES:

1. Participated in the DEMA-led joint planning sessions for the April 2010 Delaware Hazardous Materials Conference.
2. Attended the 3rd Annual HazMat Conference dinner at the Little Creek Fire Station.
3. Participated in the two day 3rd Annual HazMat Conference at the Delaware Fire School in Dover.

NCCIHMRA:

1. Working with DNREC and DNREC AG representative to get clarification regarding eligibility for NCCIHMRA membership.
2. Participated in the 27th meeting of the NCCIHMRA Training Committee.
3. Participated in the NCCIHMRA sponsored Incident Response to Terrorist Bombings course.
4. Continued efforts to coordinate and administer NCCIHMRA training and administrative activities.
5. Worked to obtain recognition plaque for NCCIHMRA charter member.

GENERAL STAFF ACTIVITIES:

1. Worked with NCC preferred insurance vendor to obtain liability insurance. Policy issued and invoice submitted to NCC on 3/26.
2. Worked with Small associates to get final payment from one brochure sponsor.
3. Continued to transition Bill McCracken's records to D. Irwin.
4. Worked with Al Donofrio to transition into Mark Dolan's position.
5. With A. Donofrio's resignation a special meeting was convened to authorize the hiring of Joe Murabito as a part-time consultant.
6. Worked with J. Murabito to transition into vacant position.

Monday, May 10th, 2010

NEW CASTLE COUNTY INDUSTRIAL HAZARDOUS MATERIALS RESPONSE ALLIANCE

NCCIHMRA TRAINING COMMITTEE REPORT TO NCC LEPC

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee has conducted three training sessions between the March 8th, 2010 and the May 10th, 2010 NCC LEPC meetings. These three NCCIHMRA training sessions were the first sessions of CY2010.

NCCIHMRA 2010 Training Session I (four hours) was conducted on Tuesday evening, March 16th, and was repeated on Wednesday evening, March 17th, 2010, from 5:00 pm to 9:00 pm at the Elsmere Fire Company Station 16 Training Room. NCCIHMRA Instructors Joseph Leonetti, Sam Palermo, Kristina Kreutzer and Mark Dolan presented the latest information and operations regarding hazardous materials response to bombing incidents including those involving toxic industrial chemicals and modes of transportation. At the Tuesday evening session, Sergeant Christopher Ennis, Commander of the Delaware State Police Explosive Ordnance Disposal Team, described the preparations made to face threats against critical infrastructure facilities.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee partnered with the Third Annual Delaware Hazardous Materials Emergency Response Conference, sponsored by DEMA and the LEPC's. NCCIHMRA 2010 Training Session II (six hours) corresponded to the Saturday April 10th Conference classes and exercises; and 2010 Training Session III (six hours) paired with the Sunday, April 11th Conference offerings.

The Delaware Hazmat Conference included classroom sessions with nationally recognized hazardous materials instructors, technician skills workshops and field evolutions located at the Delaware State Fire School, Dover, from 8:30 am to 4:00 pm each day. The Weavertown Environmental Group's "Bottom's Up" Rollover Tank Trailer Simulator course provided classroom instruction and intensive, hands-on field scenarios for conference participants. In addition, the Third Annual Delaware Hazmat Conference held a Dinner Meeting with keynote speaker Michael Callan on Friday evening, April 9th, from 6:00 pm to 8:30 pm at the Little Creek Fire Company Station 54 Banquet Hall. Michael Callan is a recipient of the International Society of Fire Instructors' George D. Post Instructor of the Year Award and a recipient of the International Association of Fire Chiefs Hazardous Materials Committee Level A Award.

NCCIHMRA 2010 Training Session IV (four hours) will be the Shipborne Operations Orientation Course Part IV – Technician Level, instructed by the Tri-State Maritime Safety Association during late June.

NCCIHMRA 2010 Training Session V (four hours) will be the Railroad Tank Car Damage Assessment Course for Hazmat Technicians, instructed by NCCIHMRA Instructor David Anderson on Tuesday evening, September 28th, and repeated on Thursday evening, September 30th, 2010, from 5:00 pm to 9:00 pm at the DNREC Lukens Drive, New Castle Facility.

The ninth annual NCCIHMRA Planning and Training Dinner Meeting is scheduled on Tuesday evening, November 9th, 2010, at the Elsmere Fire Company banquet hall, from 5:30 pm to 9:00 pm.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee conducted SOP Revision Meeting #27 on Thursday, March 11th, from 5:00 pm to 7:30 pm, at DNREC's Lukens Drive, New Castle Facility.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee has scheduled SOP Revision Meeting #28 for Wednesday, May 19th, from 5:00 pm to 7:30 pm and located at Belvedere Fire Company Station 30. The May 19th agenda includes a review of the tools, equipment and chemical protective clothing carried aboard Hazmat 30, which is the primary cache for the NCCIHMRA.

Submitted by:
Mark Dolan, NCCIHMRA Training Committee

Norfolk Southern

2002 HazMat Traffic – Top 25 Commodities

<u>Proper Shipping Name</u>	<u>Number of Loads</u>
1. Mixed Freight – FAK* including Hazmat	82,962
2. Liquefied Petroleum Gases	29,773
3. Sodium Hydroxide Solution	23,144
4. Elevated Temperature Liquid, N.O.S.	22,036
5. Chlorine	12,911
6. Environmentally Hazardous Substance, Liq/Sol	9,851
7. Molten Sulfur	9,644
8. Sulfuric Acid	9,053
9. Denatured Alcohol	8,847
10. Phosphoric Acid	7,141
11. Anhydrous Ammonia	5,577
12. Carbon Dioxide, Refrigerated Liquid	5,140
13. Fuel, Aviation, Turbine	4,442
14. Hazardous Waste, Liquid or Solid	3,691
15. Sodium Chlorate	3,358
16. Phenol, Molten	3,128
17. Ethylene Oxide	3,044
18. Methyl Methacrylate	2,868
19. Vinyl Chloride, Stabilized	2,825
20. Potassium Hydroxide	2,669
21. Ammonium Nitrate	2,661
22. Styrene Monomer, Stabilized	2,649
23. Hydrochloric Acid	2,421
24. Petroleum Crude Oil	2,412
25. Hexamethylenediamine	2,300
Total	264,547

Total hazmat shipments in 2002 = 337,463

Top 25 represent 78.4% of total shipments

* FAK = Freight All Kinds